

**PART 5390—CONTRACTING SUPPORT FOR SPECIFIC AIR FORCE ACQUISITIONS**

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## **PART 5390—CONTRACTING SUPPORT FOR SPECIFIC AIR FORCE ACQUISITIONS**

### **SUBPART 5390.1—AUDIOVISUAL WORKS**

#### **5390.101 Definition.**

“Audiovisual Works” or “Visual Information Production” means the process of bringing together separate audio or visual products to develop a self-contained, complete presentation that follows a plan or script and conveys information to an audience. The term “production” is also the end product of the production process. A VI production combining motion media with sound is an AV Production. VI production refers to all aspects of the production process including procuring, producing, or adopting in-house, contract, or off-the-shelf materials or adapting materials produced by another Federal Agency.

#### **5390.102 Contracts for acquisition of visual information productions.**

(a) The Defense Visual Information Center (DVIC), T-ASA March Contracting, March AFB, CA, is the only activity authorized to contract for the creation of visual information productions. The DVIC is the only authorized activity to procure commercial off-the-shelf (COTS) VI productions whose total number exceeds five copies or whose total cost exceeds \$2,500 per title. This definition includes visual information products or programs developed for computer courseware (Interactive Video Courseware, etc.) where the cost of the video production exceeds 50 percent of the total cost for the development of the course. DVIC shall contract for:

- (1) The creation of all categories of Visual Information productions;
- (2) Audiovisual works requiring rights in data—DFARS 252.227-7020, Rights in Special Works; and
- (3) Audiovisual works requiring rights in data—DFARS 252.227-7021, Rights in Data—Existing Works.

(b) Exempt from DVIC contracting are audiovisual works:

- (1) Integral to the Air Force Recruiting Program;
- (2) Acquired as part of either a mixed media contract, curriculum development contract (including textbooks), or equipment purchased when the VI production itself does not exceed 50 percent of the total purchase price;
- (3) Embedded in a weapon system or training device;
- (4) Acquired as part of a research and development contract;
- (5) In support of intelligence/reconnaissance; and
- (6) Purchased for non-appropriated fund (NAF) activities (including base book and technical libraries under the jurisdiction of Headquarters Air Force Services Agency, HQ AFSVA/SVC, Randolph AFB, TX).

NOTE: Contracts for the exempted audiovisual works above must be coordinated with the MAJCOM/FOA/DRU visual information manager prior to award.

(c) Base level contracting organizations may purchase, lease, or rent up to five copies of audiovisual works, including motion picture and television recordings upon the approval of the Base Visual Information manager (BVIM) provided the cost does not exceed \$2,500 per title.

(d) All procurement requests for audiovisual works must be approved by the appropriate MAJCOM/FOA/DRU Visual Information manager for use within their respective command or AF/SCMV for Air Force-wide productions prior to DVIC contracting actions. See AFI 33-117, Chapter 4, Managing Visual Information Productions.

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**SUBPART 5390.2—CONTRACTS FOR FORESTRY MANAGEMENT****5390.201 Policy.**

See AFI 32-7064, Integrated Natural Resources Management, for detailed procedures and policy guidance related to forestry management contracts.

**SUBPART 5390.3—MOBILIZATION OF THE AIR NATIONAL GUARD****5390.301 General.**

The National Guard Bureau (NGB) is an HCA of the Army. The NGB redelegates contracting authority to the United States Property and Fiscal Officers (USP&FO) and the various units. Because contracting authority does not flow through Air Force channels, MAJCOMs have no authority to develop policy affecting contracts under the cognizance of the USP&FO. The responsibility for such policy remains with the NGB. Once mobilized, individual units are attached to an Air Force command. The gaining commands are responsible for ensuring that the gained units are adequately prepared for mobilization.

**5390.302 Specific command responsibilities.**

The gaining commands are responsible for:

- (a) Specifying which command publications shall be applicable upon mobilization. Publication requirements may differ by command and by unit based on the configuration of the unit and its mobilization plan;
- (b) Determining the size and configuration of M-day contracting UDLs based on mobilization requirements of the unit. Changes shall be recommended to Headquarters USAF through appropriate channels;
- (c) Establishing contracting training plans and objectives regarding this Supplement for use during inactive and active duty training;
- (d) Developing a plan for expedited training on MAJCOM Supplements and directives which will take place only after mobilization;
- (e) Establishing procedures and plans to ensure a smooth transition from nonfederalized to federalized status. Contracting officer warrants which become effective upon mobilization shall be issued when appropriate;
- (f) Providing, at the request of the NGB, guidance, advice, and assistance in solving specific problems associated with M-day operational readiness;
- (g) Providing staff assistance on contracting matters under the USP&FO's cognizance, provided that such assistance is requested by the NGB. Units requesting staff assistance shall send written requests through the USP&FO to the NGB;
- (h) Ensuring that gaining command PDOs supply ANG units with gaining command contracting publications and forms which will be required for mobilization. Units shall requisition Air Force publications and forms through the unit PDOs;
- (i) Reviewing and coordinating on logistics annexes to mobilization plans to ensure adequate contracting capability in a mobilization status;
- (j) Reviewing and approving any host-tenant and interservice support agreements which would become effective upon mobilization; and
- (k) Correcting Air Force IG reported deficiencies relating to mobilization capability (that is, active and inactive duty training, M-Day authorizations, and M-Day contingency planning).